

RECORD OF PROCEEDINGS

Village of Peninsula Council

REGULAR SESSION

DRAFT

Held: January 9, 2017

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CALL TO ORDER: The Village of Peninsula Council convened from 7:00 p.m. to 9:07 p.m. in the Peninsula Village Hall. Mayor Douglas Mayer called the meeting to order and initiated the pledge of allegiance with the following members and visitors present:

COUNCIL MEMBERS:

Mary Booth	Present	Douglas Mayer, Mayor	Present
Diane Holody	Present	Daniel Schneider	Present
Carol Kramer	Present	Pamela Schneider	Present
Michael Matusz	Present		

OTHERS PRESENT:

Brad Bryan, John Stiegel, Kathy Bertsch, Mark Anson

CITIZEN PARTICIPATION:

Kathy Bertsch stated that she went through the Village Codified Ordinances and there is an Ordinance on file for cell phone towers. The Solicitor clarified that the Village does have an Ordinance for telecommunication towers, which deals with the giant cell phone towers and is still applicable if someone applied to put a 300-ft. cell phone tower in. They would need to go through Planning and go through the process. The recent application was for a small cell antenna, less intrusive equipment. The Ordinance does not apply to anything that needs to go in the right-of-way. A discussion followed. It was agreed that the Solicitor will create an application for future requests.

COUNCIL PARTICIPATION:

Mr. Matusz asked if Council should appoint the President of Council and Liaisons for 2017, as it was not on the agenda. The Solicitor responded that it should have been on the agenda, per state law it should be done at the beginning of the meeting, therefore now would be a good time to make nominations.

MOTION: TO NOMINATE DAN SCHNEIDER AS PRESIDENT PRO TEM FOR 2017.

Moved by Mr. Matusz, seconded by Ms. Holody.

The Solicitor asked if there were any other nominations.

MOTION: TO NOMINATE DEE HOLODY AS PRESIDENT PRO TEM FOR 2017.

Moved by Mrs. Kramer, there was no second. **Motion failed.**

The Solicitor stated that there was a Motion on the floor for the nomination of Mr. Schneider and called the vote. Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, nay; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 1-2017)

Mr. Matusz asked if Council should vote on Liaisons as well. The Solicitor replied yes, if Council was ready.

MOTION: THAT COUNCIL LIAISONS FOR 2017 REMAIN THE SAME AS 2016.

Moved by Ms. Holody, seconded by Mr. Schneider.

Call for discussion made by Solicitor Bryan: The Solicitor asked if everyone was happy with where they are, and if they had any input before the vote was called? Mrs. Kramer stated that she was happy, but thinks clarification as to the role of the Liaison is needed. Ms. Holody stated that there was a document created last year explaining the role of the liaisons. Mrs. Kramer asked the Fiscal Officer to put a paper copy in her mailbox. Council agreed to bring it forward next month.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 2-2017))

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MAYOR'S REPORT:

The Mayor stated that he asked the Fiscal Officer for the budget and expenditures for 2016 and reported that the Village ended the year under budget.

	<u>Budgeted Amount</u>	<u>Amount Spent</u>
Police Department	\$524,050	\$462,053.50
Service Department	\$176,500	\$136,603.09
Mayor's Office	\$73,485	\$67,730.13
Council	\$6,170	\$4,908.24
Fiscal Office	\$79,400	\$50,537.87

The Mayor also reported that revenue was up from 2015. Income taxes went up \$40,000. JEDD was up by almost \$10,000. The Police contract was \$237,798.72 in 2015. The contract went up to \$249,688.54 in 2016. Court fees were down from \$57,175.58 in 2015 to \$47,829.33 for 2016. The Mayor explained that the Police Department was asked to do more patrolling in Boston Township, which resulted in more revenue for Boston Township and less for the Village. The state tax was \$71,040 in 2016 and \$74,477 in 2017. Zoning fees were down. Licenses and permits were down by \$1,000. It was agreed that the Fiscal Officer will email the information to Council.

SOLICITOR'S REPORT:

The Solicitor stated that he would be asking Council to go into Executive Session at the end of the meeting to discuss a pending litigation matter, specifically the Robinson case.

Mrs. Kramer asked the Solicitor to report what he discovered with regards to Mr. Kramer paying back the money he earned as Zoning Inspector in 2016. The Solicitor stated that it would not be proper to ask for him to pay the money back. Beginning the first of the year Mr. Kramer will be working without pay. The Solicitor stated that per the insurance company, even though Mr. Kramer is not being paid, he will be fully covered. Any actions that he takes in the capacity of the Village Zoning Inspector will be fully covered with the Village's Insurance. The Solicitor clarified that the conflict issue centered around Mr. Kramer receiving compensation as a relative of a Council person. Now that he is not being compensated for the work being done, there is no longer a conflict of interest per the Village Ordinance and Handbook.

Mayor Mayer stated that he asked Ms. Workman to contact Mr. Uray to see if he was interested in continuing his position with the Village as Village Engineer and Street Commissioner. The Mayor will have an answer at the February Council meeting.

Ms. Booth asked the Solicitor what the Village could expect from Mobilitie with regards to installing the cell tower. The Solicitor replied that he will contact Mobilitie. It is the Solicitor's understanding that once the specifications are done, Mobilitie will send them to the Village, and will notify the Village when the installation is to be done.

FISCAL OFFICER'S REPORT:

The Fiscal Officer asked for a motion to approve the minutes of the December 12, 2016 Regular Meeting.

MOTION: TO APPROVE THE MINUTES OF DECEMBER 12, 2016 REGULAR MEETING.

Moved by Mr. Schneider, seconded by Ms. Schneider. **The vote was not called.**

Call for discussion made by Solicitor Bryan: The Solicitor asked Council if they had any changes. Mrs. Kramer commented that in several places her vote reads "absent" and should be corrected to "aye". Ms. Holody would like "LIAISONS" in Motion 195-2016 on page 5 changed to "CORE TEAM MEMBERS" Ms. Holody also asked for 2 titles, "Zoning Inspector" & "Sandstone Sidewalks" be added under Old Business on page 9.

MOTION: TO AMEND THE MINUTES AS STATED BY MS. HOLODY & MRS. KRAMER.

Moved by Ms. Holody, seconded by Mrs. Kramer.

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Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 3-2017)

MOTION: TO APPROVE THE MINUTES AS AMENDED.

Moved by Ms. Schneider, seconded by Mrs. Kramer.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 4-2017)

FINANCE – PAM SCHNEIDER:

MOTION: TO ACKNOWLEDGE THE FINANCIAL REPORTS.

Moved by Ms. Schneider, seconded by Ms. Holody.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 5-2017)

MOTION: TO PAY THE BILLS.

Moved by Ms. Holody, seconded by Ms. Schneider.

Call for discussion made by Solicitor Bryan: Mrs. Kramer asked the Fiscal Officer to explain the process for paying bills, such as repairs for cruisers, furnace, etc. The Fiscal Officer stated that if it is under \$500 then it is brought to him and he approves the charge. Mrs. Kramer asked what the charges "Services for Village Hall & Garage" were for. The Fiscal Officer answered that it was the Dominion bill for natural gas. Ms. Holody asked if the charge for Walter Drane was an annual charge for hosting the Village Codified Ordinances online. Mr. Stiegel replied, yes. Mr. Matusz asked if the Garage furnace was serviced a second time. Mr. Stiegel replied no, that this was the bill for the work done in November. Mr. Matusz questioned whether it was also listed in December. The Fiscal Officer replied the December bill was for the Garage door.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 6-2017)

Employee Health Benefits Review: Ms. Holody reminded Council that there were questions last month regarding the "Pick-up Plan". She explained that the Pick-up Plan was established in 2010, and allowed the Village to pay a portion of the employee's OPERS or OPFD fund. The Village decided on 5% and could place requirements on who would receive it, you must have been hired prior to 2001. It was a way for the Village to give a raise to employees who had been with the Village for a long time. There were 11 employees who qualified, ranging in years of service from 10-29 years. Currently 5 employees are still on the plan, costing the Village \$9,600 annually. Comparable raises would have cost the Village over \$12,000/year, saving the Village \$2,600 annually. Ms. Holody asked Council if they would like her to consider the plan further. Council agreed to leave the plan in place.

Ms. Holody reported that she and Ms. Schneider met to discuss Employee Health Benefits. Currently there are 4 employees on the plan, 3 single and one spousal coverage, costing the Village \$4,825/month. Currently the Village covers 100% of the employee's premium. There is an Ordinance in place that allows Council to enforce a 50% shared cost on any premium increase with the employee. Council has not enforced that because the Village is still paying less today, than if the Village would not have joined the County plan. Spousal insurance is available only if the spouse does not have insurance available to them through their employer. With regards to coverage of children, the Village follows the birthday rule, if both spouses have insurance available to them, the spouse whose birthday is earlier in the year is required to cover the children on their plan. Ms. Holody & Ms. Schneider will check with the County to see what other plans are available, as well as other communities to see what they are doing. Ms. Schneider added that the question to other communities will be, if you offer insurance to your employees, what is the cost to the employees?

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POLICE DEPARTMENT – DAN SCHNEIDER:

Mr. Schneider presented the bid for a new cruiser, \$25,282.66 adding Council can discuss further at the finance meeting scheduled on January 18, 2017. Ms. Schneider reported that Council received an email today, prior to the meeting from Chief Varga requesting repairs in the amount of \$540 to Klaben for car 2.

MOTION: TO PAY \$540 TO KLABEN FOR REPAIRS ON CAR 2.

Moved by Mr. Schneider, seconded by Mrs. Kramer

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 7-2017)

Mrs. Kramer asked if Chief Varga would be able to attend the finance meeting on January 18, 2017. Chief Varga stated that he would not be able to attend. Mrs. Kramer asked for his input on whether or not it is necessary to purchase a cruiser. The Chief stated that he would meet with the Fiscal Officer.

Mr. Schneider stated that no one has been appointed Hearing Officer. The Chief stated that he may have someone and will discuss the contract with the Solicitor.

Ms. Booth asked if the weather alerts that the Chief sends out to Council could be shared on the Village Facebook page. The Chief stated that he has already been posting them.

ROADS AND PUBLIC WORKS – MIKE MATUSZ:

Service Department

Mr. Matusz reported that the big truck was in for repair and is going to need a set of blades. The Mayor added that the work is done. He called to get a final quote, and has not received a call back. The Mayor explained that when the big truck was out plowing in front of the Catholic Church the plow hooked a catch basin and was torn halfway off the truck. It damaged the transmission lines and the horn. The truck could not be moved and had to be pulled back to the garage by chain. To have repairs done, first the transmission lines needed to be fixed, Chief Varga asked Interstate to look at the transmission lines to see if they could fix them. They said they could fix everything. The Mayor stated that it was done at an emergency level. Ms. Booth asked if it was something that should be turned into the insurance. The Solicitor replied that it depends on the cost. Council discussed further.

The Mayor reported that he will have the Service Dept. paperwork to present at the February Council meeting.

Mr. Schneider asked if the Service Dept. got the new dip stick put on the F550. The Mayor stated that he helped them for 2-1/2 hours to get it done. The Mayor added that it is time to replace the truck and presented quotes from Valley Ford and Lebanon Ford. The quote from Valley Ford was: \$57,177.00. The plow assembly was an additional \$5,340. The Mayor spoke to Mr. Matusz about the quote, who suggested contacting the dealer that the Village purchases the cruisers from. The Chief emailed the Valley Ford quote specs to Lebanon Ford and their quote came back at \$52,657 with \$5,100 for the plow assembly. Lebanon Ford's bid was \$4,760 lower. Valley Ford does not have a truck on their lot and for Lebanon Ford to build the truck it would be delivered by April/May; however, they can get a 4x4 truck that has all the equipment and could be delivered the 2nd week of March for an additional \$2,046. After further discussion, it was agreed that the Mayor will have both quote the truck with a V-blade and a stainless bed.

Mr. Matusz suggested that Council discuss the need for a new garage at the finance meeting. Ms. Booth reported that she called Boston Mac to see if they had anything available. They do not have anything available to purchase and do not plan to build anymore. They do however, rent units at \$500/month on a month to month basis. The Service Dept. tarped the equipment this winter, but suggested storing the equipment next winter. Council discussed other options. 2017 Summit County Regional Maintenance Program: After discussing the condition of roads in the Village, Council agreed to participate in the program.

MOTION: TO PARTICIPATE IN THE 2017 SUMMIT COUNTY REGIONAL MAINTENANCE PROGRAM.

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Moved by Ms. Schneider, seconded by Mr. Matusz.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 8-2017)

The Solicitor asked the Mayor how he would like to proceed with Mr. Ross. The Mayor asked Council which roads they would like to include. Council agreed to include Riverview, Stine and Bronson.

PLANNING COMMISSION – MIKE MATUSZ:

Mr. Matusz reported that there was no meeting.

WW Advisory Committee – Dee Holody

Ms. Holody reported that invoices were sent to stakeholders, and payments are starting to come in. The invoice for \$25,000 was sent to the County. Ms. Holody and the Solicitor met with the Park regarding the cooperative agreement for \$10,000. The agreement will be finalized and brought to Council for signature. Ms. Holody asked the Fiscal Officer to complete the registration for the Federal System, which allows the Village to draw the money as needed.

Ms. Holody reported that the kickoff meeting with Stantec is scheduled for January 11th at 10:00 a.m.

Long Range Plan Committee – Carol Kramer

Mrs. Kramer reported that the LRP Committee met on January 2nd meeting. The LRP Committee meets the first Monday of the month at 7:00 p.m.

Woodridge Intermediate School Committee – Mayor Mayer

The Mayor reported that the first meeting will be in January. The WIS Committee meets the third Monday of the month at 7:00 p.m.

ZONING:

Nothing to report.

BOARD OF ZONING APPEALS:

The Mayor reported BZA did not meet.

BUILDING AND GROUNDS – MARY BOOTH:

Ms. Booth reported that she spoke with Mr. Halko regarding the Garage and Village Hall buildings and everything seems to be fine at this time. The cleaning company appears to be doing a good job. Ms. Booth asked Council to thank Judy Lahoski for her work in making the Village Hall look beautiful at Christmas. Council agreed to thank her in the next issue of Your Community News and sign a thank you card at the February meeting.

CHAMBER OF COMMERCE & ECONOMIC DEVELOPMENT – DEE HOLODY:

Ms. Holody reported that the Chamber had a nice Christmas party. Ms. Booth reported the next Chamber event is Ramp Up Peninsula on April 29th at Heritage Farms. Heritage Farms has announced the Flea Market schedule.

POLICIES & PROCEDURES – CAROL KRAMER:

Mrs. Kramer reported that she was asked to look at performance reviews for employees. She found that there is a policy in place in the employee handbook and the supervisors have procedures in place.

The Solicitor reported that he will work with Ms. Workman to figure out how to present his changes to the employee handbook. Ms. Holody will see if she has an electronic version of the handbook.

FIRE BOARD:

Mr. Schneider reported that the Board will meet Thursday. Mr. Schneider wished Dave Morehouse and Larry Bell well, both recently had heart surgery.

CEMETERY BOARD:

Mr. Schneider reported the Board will not meet until the 26th due to members being on vacation.

JEDD BOARD:

Mr. Schneider reported that the Board will meet tomorrow night, January 10th.

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LEGISLATION:

The Mayor stated that there was no legislation.

Mr. Matusz asked if legislation renewing the Solicitor's contract would be presented in February. The Solicitor replied, yes, that his appointment ends the end of March.

OLD BUSINESS:

Sandstone Sidewalk Update: Ms. Holody reported on that there was a second conference call with ODOT, the State Historical Preservation Office (SHPO) and ODOT Environmental on December 16, 2016. Ms. Holody, Ms. Gideon and Ms. Booth represented the Village. Ms. Booth located stone available that was quarried in the Village. ODOT reported on mats. They are available in 6 colors, however they do not advise attaching them to sandstone, because the screws can wiggle out. They are going to try to get samples from the manufacturer for the Village to look at. Everyone agreed that the concrete will be removed and replaced with sandstone at ODOT's expense. Bids to do the work are being collected. The next conference call is scheduled for January 23rd at 9:00 a.m.

NEW BUSINESS:

The Mayor reported that due to last year's accident on the tracks, a safety study was conducted by the CVNP. The Park would like to hold a meeting with the Village, ODOT, CVSR and local businesses to discuss the safety of pedestrians visiting the Village. The Mayor will notify Council via email, once the date is set.

MOTION: TO GO INTO EXECUTIVE SESSION TO DISCUSS THE PENDING LITIGATION MATTER, SPECIFICALLY THE ROGER ROBINSON CASE, AT 8:40 P.M.

Moved by Ms. Schneider, seconded by Ms. Holody.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 9-2017)

MOTION: TO COME OUT OF EXECUTIVE SESSION, AT 9:07 P.M.

Moved by Ms. Schneider, seconded by Ms. Holody.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 10-2017)

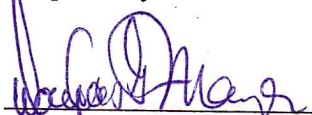
ADJOURNMENT

MOTION: TO ADJOURN, AT 9:07 P.M.

Moved by Ms. Schneider, seconded by Ms. Holody.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 11-2017)

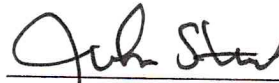
Respectfully submitted:



Douglas G. Mayer, Mayor

7-20-2017

Date



John D. Stiegel, Fiscal Officer

7/20/17

Date

The Village of Peninsula's next regular meeting of Council will be held February 13, 2017 at the Village Hall within Council chambers. Council Chambers are on the second floor of the Village Hall, 1582 Main Street, Peninsula, Ohio, 44264. (Corner of Akron-Peninsula Road and State Route 303)

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